

# RC# 39 PROBATION TIMELINE

MODULES		WHAT IS DUE?	WHO IS RESPONSIBLE?		DUE TO B/C
MODULE 1	GENERAL KNOWLEDGE (2WKS) (4 shifts non-staffing)			start date	9/1/2014
		WRITTEN/SKILLS ASSIGNMENTS	PROBATION EMPLOYEE		9/13/2014
		COUNSELING REPORT	SUPERVISING OFFICER		9/13/2014
MODULE 2	EMS OR FIRE				
PERIOD 1 (3WKS)				start date	9/14/2014
FIRE OR EMS		WRITTEN/SKILL ASSIGNMENTS	PROBATION EMPLOYEE		10/4/2014
		COUNSELING REPORT	SUPERVISING OFFICER		10/4/2014
PERIOD 2 (3WKS)				start date	10/5/2014
		WRITTEN/SKILL ASSIGNMENTS	PROBATION EMPLOYEE		10/25/2014
		COUNSELING REPORT	SUPERVISING OFFICER		10/25/2014
MODULE 3	EMS OR FIRE				
PERIOD 1 (3WKS)				start date	10/26/2014
FIRE OR EMS		WRITTEN/SKILL ASSIGNMENTS	PROBATION EMPLOYEE		11/15/2014
		COUNSELING REPORT	SUPERVISING OFFICER		11/15/2014
PERIOD 2 (3WKS)				start date	11/16/2014
		WRITTEN/SKILL ASSIGNMENTS	PROBATION EMPLOYEE		12/6/2014
		COUNSELING REPORT	SUPERVISING OFFICER		12/6/2014
MODULE 4ADDITIONAL KNOWLEDGE & REVIEW (3 WKS)				start date	12/7/2014
		WRITTEN/SKILLS ASSIGNMENTS	PROBATION EMPLOYEE		12/27/2014
		COUNSELING REPORT	SUPERVISING OFFICER		12/27/2014
MODULE 5					
	WRITTEN/IPE TESTING @ PSTA		PSTA STAFF		1/9/15-1/10/15
	FIRE and EMS PRACTICAL SKILLS @ PSTA		PSTA STAFF		1/12/15-1/17/15
	MAKE-UP AND REMEDIAL TESTING		PSTA STAFF		1/19/15-1/21/15
	TEST RESULTS TO OPERATIONS		PSTA STAFF		1/21/2015
	COMPLETED IPPA FOR EMPLOYEE SUPERVISING OFFICER NO SOONER THAN 2/8/2015				
	PROBATION COMPLETE / ANNIVERSARY DATE			3/10/2015	
	**MUST BE EMS DRIVER TO COMPLETE PROBATION**				
NOTE*** DAILY JOURNALS ARE REVIEWED ACCORDING TO SUPERVISING OFFICER'S DIRECTION. THEY STAY IN STATION TO BE REVIEWED AT THE REQUEST OF THE BATTALION CHIEF OR TRAINING OFFICERS .					